RULES OF OPERATION
OWASIPPE LODGE - W.W.W. #7

Revision Date: 10/12/97
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1. NAME AND TOTEM

1.1 Name

The name of this organization shall be:
"Owasippe Lodge, Order of the Arrow - W.W.W. #7".

1.2 Totem

The totem of this lodge shall be:
The hand of friendship plus the arrow nestling in the palm of the hand.

1.3 All items bearing the lodge name or totem must be approved by the Lodge Executive Committee.

2. AFFILIATION

2.1 Authority

The Owasippe Lodge receives its authority to operate from and is chartered from year to year by the National Council Boy Scouts of America.

2.2 Supervision

This Lodge shall be affiliated with the Chicago Area Council, Boy Scouts of America, and shall be under the supervision of the Council Camping Committee and the administrative authority of the Council Scout Executive.

3. MEMBERSHIP

3.1 Election To Membership

3.1.1 Requirements and method of election to membership shall be as stated in the latest release from the National Order of the Arrow Committee on Membership Requirements and Unit Election Procedures.

3.1.2 Each Chapter will have a unit elections committee which will be responsible for implementing the O/A elections procedure within its district.

3.1.3

a. Nominations for district non-unit Scouters must be approved by the Chapter Officers, then presented on the current petition form to the Lodge Executive Committee for final approval.

b. Nominations for the council non-unit Scouters are to be presented on the current petition form to the Lodge Executive Committee for final approval.

3.1.4 Honorary membership in the Order of the Arrow shall not be given.

3.2 Induction to Membership

3.2.1 The procedures for conducting the Ordeal shall be as stated in the most recent printing of the Order of the Arrow Administration Guide for Ordeals.

3.2.2 The procedures for conducting the Pre-Ordeal and Ordeal ceremonies shall be as stated in the most recent issue of the Ordeal Ceremony Manual.

3.2.3 Each Calling-Out Ceremony should follow the suggested method in the Ordeal Ceremony Manual. The Calling-Out Ceremony should be conducted with the solemnity and purpose of the Order at a time when it can impress the Scouts and/or that person's unit and district.

3.2.4 All Ordeal and Brotherhood Inductions must be approved by the Lodge Executive Committee. The Lodge shall hold inductions at Owasippe during the summer and at Hoover in the fall. Any induction held by a Chapter shall be open to all candidates elected into the Order of the Arrow. A Chapter shall make certain that they do not hold a Fellowship/Induction on any dates which are in conflict with the Lodge calendar.

3.2.5 All inductions shall incorporate the Elangomat/Nimat programs. The Lodge Chief shall appoint an Ordeal Master for each induction. All inductions must adhere to the procedures and guidelines set forth in Article 3 and all guidelines set forth by the National and Owasippe Lodge Ceremonial Committee. All Elangomats and Nimats must be trained by the Lodge and an adult adviser, least one Elangomat/Nimat training session each year.

Each Ordeal candidate shall receive: an Ordeal sash, Lodge flap, Order of the Arrow Handbook, and have his current years' dues paid. Each Brotherhood candidate shall receive a Brotherhood sash.

Remaining in accordance with Lodge history and tradition, all inductions should be conducted at a Boy Scout Council Camp at the designated Order of the Arrow fire ring. Permission from the Lodge Executive Committee must be acquired for each induction not conducted at a Boy Scout Council Camp.

3.2.6 The fees for all inductions shall be determined annually by the Lodge Executive Committee.

3.3 Registration

3.3.1 All members of the Owasippe Lodge must be registered members in the Chicago Area Council, Boy Scouts of America, as stated in the Order of the Arrow Handbook.

3.3.2 Each Arrowman must pay annual lodge dues to be considered an active member of Owasippe Lodge.

3.3.3 When a member moves from the jurisdiction of the Chicago Area Council and requests to be transferred to another lodge, the Corresponding Scribe of Owasippe Lodge will prepare the member's service record and forward it to the new lodge.

3.3.4 All members who were inducted into the Owasippe Lodge prior to 1929, shall constitute the charter membership of the Lodge.

3.3.5 A member of the Order of the Arrow from another lodge who is registered in the Chicago Area may apply for transfer into Owasippe Lodge by presenting proof of membership from the former lodge. The payment of current years' dues will be required of all members wishing to transfer into the lodge.

3.3.6 Current year dues payment will be accepted until December 1st. Members who have not paid their dues by the deadline will be declared inactive.

3.3.7 Inactive members may be restored to active membership by paying one years' back dues and the current years' dues, at the current years' rate.

3.3.8 Members paying current years dues after February 1st shall be subject to a late fee.

3.4 Brotherhood Membership

3.4.1 Completion of the Brotherhood Membership shall be in accordance with the latest release from the National Order of the Arrow Committee.

3.4.2 The procedures for conducting the Brotherhood Ceremony will be as stated in the most recent issue of the Brotherhood Ceremony Manual.

3.4.3 When a Chapter has Brotherhood candidates, the Chapter Recording Scribe must submit a listing of all candidates eligible for Brotherhood induction to the Lodge Recording Scribe for processing of the members' records. This listing shall be endorsed in signature by the Chapter Chief or Adviser.

4. LODGE ADMINISTRATION

4.1 Lodge Elected Officers

4.1.1 The elected officers of Owasippe Lodge shall be Chief, Vice-Chief (CP), Vice-Chief (UE), Recording Scribe, Corresponding Scribe, and Treasurer. These officers shall be under the age of twenty-one (21) for their entire term of office.

4.1.2 The term of office for all Lodge officers shall be from September 1st to August 31st.

4.1.3 In the case of an absentee or resignation of an elected office the order of succession will be as follows: Chief, Vice-Chief (in charge of camp promotion), Vice-Chief (in charge of Unit Elections), Recording Scribe, Corresponding Scribe, and Treasurer.

4.1.4 A Lodge elected officer may not simultaneously serve as a Chapter elected officer without the written approval of the Chapter Adviser and Lodge Adviser. Exception being that a Chapter Chief can not serve as the Lodge Chief.

4.1.5 All Lodge Officer Elections must be completed by May 31 of each year. A Lodge Leadership Development training session shall be held annually and all elected officers are expected to attend. New officers shall be installed at the Fall Fellowship.

4.2 Lodge Appointed Officers

4.2.1 The Lodge Meteu and Parliamentarian shall be appointed by the Lodge Chief Elect by the June Lodge Executive Committee meeting following the election of officers.

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4.2.2 The term of office for all appointed officers shall coincide with that of the elected officers. All appointed officers shall be under the age of twenty-one for their entire term of office.

4.3 Lodge Chief

4.3.1 Presides at all meetings of the Lodge Executive Committee.

4.3.2 Responsible for the proper functioning of the Order of the Arrow in the Chicago Area Council and seek to help all chapters maintain the principles of the Order.

4.3.3 Coordinates the functions of the Lodge Officers and committees in the management of Owasippe Lodge.

4.3.4 Shall be the direct representative of Owasippe Lodge at all area and National meetings of the Order as well as meetings of the Chicago Area Council.

4.3.5 Appoint such operating committees as may be required from time to time with the approval of the Lodge Executive Committee.

4.3.6 Appoint all lodge operating committee chairmen, committee advisers, and approve each chairman's selection of members to their respective committees.

4.3.7 Shall be an ex-officio member of all lodge committees.

4.3.8 Appoint a Lodge Meteu, Parliamentarian, and other officers deemed necessary by the Lodge Executive Committee.

4.3.9 Appoint replacements for elected and appointed Lodge officers as well as Lodge committee chairmen when necessary.

4.4 Lodge Vice-Chief (Camp Promotion)

4.4.1 Assume the duties of the Chief in his absence.

4.4.2 Shall be the Chairman of the Lodge Camp Promotion Committee.

4.4.3 Give aid to the chapters in their camp promotion program.

4.4.4 Assume any additional duties assigned by the Lodge Chief.

4.5 Lodge Vice-Chief (Unit Election)

4.5.1 Shall be the Chairman of the Lodge Unit Election Committee.

4.5.2 Give aid to the chapters in their unit election program.

4.5.3 Assume any additional duties assigned by the Lodge Chief.

4.6 Lodge Recording Scribe

4.6.1 Records the minutes of all lodge meetings and activities.

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4.6.2 Shall be the Chairman of the Lodge Membership committee.

4.6.3 Responsible for the maintenance and accuracy of all lodge records.

4.6.4 Assume any additional duties assigned by the Lodge Chief.

4.7 Lodge Corresponding Scribe

4.7.1 Responsible for all correspondence with the chapters, Lodge Executive Committee members, other lodges, the Chicago Area Council, National Council, and general public.

4.7.2 Shall be the Chairman of the Lodge Publications Committee.

4.7.3 Responsible for the Lodge newsletter, and any other official publication of Owasippe Lodge.

4.7.4 Responsible for the printing and the mailing of a newsletter for the months of September, November, February, April, and June. Also responsible for a printing of a summer issue.

4.7.5 Assume any additional duties assigned by the Lodge Chief.

4.8 Lodge Treasurer

4.8.1 Keep a complete record of all financial transactions of Owasippe Lodge.

4.8.2 Responsible for the payment of Lodge expenses as they occur.

4.8.3 Keep a record of all monies received for registrations of membership as well as events and submit all names and records of event registrations to the Lodge Recording Scribe.

4.8.4 Be the Chairman of the Lodge Budget/Finance Committee.

4.8.5 Responsible for issuing chapter account reports and statements.

4.8.6 Issue a financial report to the Lodge Executive committee at its general meetings.

4.8.7 Responsible for the registrations for all Lodge activities.

4.8.8 Responsible for the sale of OA items and the recording of such transactions at Lodge activities.

4.8.9 Assume any additional duties assigned by the Lodge Chief.

4.9 Lodge Meteu

4.9.1 Shall be the Chairman of the Lodge Ceremonial Committee. His responsibilities shall be to plan and carry out a lodge wide ceremonial competition among the chapters of the Lodge, annually. The first place team in the competition will reserve the right to represent the Lodge in all activities.

(If the first place team declines or cannot fulfill the commitment, the opportunity will be presented to the remaining teams that participated in the competition in the order of their placement in the competition).

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4.9.2 Responsible for the upkeep and repair for all Lodge costumes. He is to provide a sufficient amount of costuming to the summer camp for its ceremonies.

4.9.3 Responsible for the proper presentation of all Ordeal, Brotherhood, Vigil, and other ceremonies for the lodge and chapters, in keeping with the highest tradition of the Order of the Arrow and the Boy Scouts of America.

4.10 Lodge Parliamentarian

4.10.1 Shall be versed in the rules of parliamentary procedures (known as Cannon Rule of Order).

4.10.2 Upon their request, advise the presiding officers of the Lodge Executive Committee on questions of procedures in transacting the business of the Lodge.

4.11 Lodge Adviser

4.11.1 Shall be appointed by the Scout Executive of the Chicago Area Council on a yearly basis. His term of office shall be from January 1 to December 31.

4.11.2 Serve as consultant to the Lodge Officers and the Lodge Executive Committee.

4.11.3 Serve as a member of the Executive Committee of the Council Camping Committee to coordinate the program of the Lodge with the objectives of his committee.

4.11.4 Assist the Council Scout Executive in the selection of Chapter Advisers.

4.11.5 Approve all decisions and appointments made by the Lodge Chief.

4.11.6 Keep the program in the hands of the youth.

4.11.7 Provide the officers and committee chairmen with appropriate and effective adult assistance.

4.11.8 Serve as Adviser to the Lodge Nominations Committee.

4.11.9 Follow the responsibilities outlined in the Order of the Arrow Handbook for the lodge adviser.

4.12 Lodge Executive Committee

4.12.1 Shall be composed of the Lodge Officers, the immediate past Lodge Chief, the Chief and Adviser to each chapter, the Lodge Operating Committee Chairmen, the Lodge Adviser, a member of the Council Camping Committee, the Scout Executive, and the Staff Adviser.

4.12.2 Shall approve all lodge activities, operating committees, lodge dues, all lodge expenditures and determine and enforce the operating policy of the lodge.

4.12.3 Shall hold at least four (4) meetings a year. The Lodge Chief may call special meetings of the Lodge Executive Committee.

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4.12.4 Incorporate the following policies on voting:

a. At all meetings of the Lodge Executive Committee, voting shall be restricted to Chapter Chiefs or their designated boy representatives. Voting will be by roll of Chapters with each Chapter being represented by one vote.

b. A quorum shall consist of one-half of the Chapter Chiefs. A quorum must be present for voting. The exception to this rule is the relation to Lodge Officers Elections.

c. Voting rights on the Lodge Executive Committee shall not be granted to Lodge Officers unless they are designated representatives of their chapter chiefs and only if approval is given by the lodge adviser prior to the meeting.

d. Except where specifically mentioned, all motions will be carried by a majority vote. In case of a tie, the motion will be made again, and if seconded, followed by a second vote. If a tie still exists, the Chairman of the Lodge Executive Committee will cast a tie-breaking vote. The exception to this rule on ties is in relation to Lodge Officer Elections.

4.12.5 Approve, in the month prior to the council deadline for the submission of calendar dates, the calendar of lodge events for the ensuing operating year, as presented by the Lodge Officers. Additions and/or corrections to the calendar may be submitted for approval by the Executive Committee members.

4.12.6 The Lodge Executive Committee shall take no action or establish any polices or procedures which are contradictory to the policy of the Chicago Area Council.

4.12.7 The Scout Executive or his designate shall have full veto power in all matters before the Lodge or the Lodge Executive Committee.

4.13 Lodge Officer Nominations & Elections

4.13.1 The Lodge Chief shall appoint a Nominating Committee before the last of October consisting of two (2) Lodge youth members (not belonging to the same chapter) from each Council area and a chairman. No lodge officer may chair or have a vote on this committee. The committee shall attempt to form a double slate of officer nominees.

4.13.2 During the 1st quarter of the year, nomination forms shall be issued to the Chapter Chiefs. The forms shall be completed by all members interested in running for lodge office for the ensuing year. The completed forms are then to be forwarded to the Lodge Nominating Committee by April 1st.

4.13.3 The Chairman of the nominating Committee shall mail the slate of officer nominees to the Executive Committee by April 30th. The slate shall contain the names of all candidates for Lodge Office and a concise resume of the qualification of each candidate.

4.13.4 Nominations from the floor, which are seconded and carried by the Executive Committee, will be accepted providing that the nominee's form was previously presented to the Nominating Committee and approved by the Lodge Adviser at least one week prior to the Spring Work Weekend.

4.13.5 The election of Lodge officers will take place at the May Lodge Executive Committee meeting held at the Lodge Work Weekend. A quorum must be present for voting. A quorum shall consist of two-thirds of the Chapter Chiefs.

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4.13.6 Voting will be by the Chapter Chiefs or their designated youth representative. Each chapter will be represented by one vote per office. Voting will be by secret ballot. For each office, the candidate who received a plurality of the votes will be declared elected to his respective office. If a tie exists after two ballots for any of the offices, the Lodge Chief shall call a short recess and convene with the incumbent elected lodge officers present and vote by secret ballot to break the tie(s).

4.14 Lodge Committees

4.14.1 The standing Committees of the Lodge shall be:
(1)Nominations Committee, (2)Vigil Committee, (3)Budget/Finance Committee, (4)Ceremonial Committee, (5)Camp Promotion Committee, (6)Service Committee, (7)Membership Committee, (8)Publication Committee, (9)Lodge Leadership Development Committee, (10)Unit Election Committee, (11)Elangomat Committee, and (12)Nimat Committee.

4.14.2 The Lodge AD-HOC Committees shall be established as needed.

4.14.3 The majority of members of all Lodge committees shall be under twenty-one (21) years of age and only these shall have voting rights within those committees.

4.14.4 All Lodge Committee Chairmen shall be under the age of twenty-one (21) for their entire tenure.

4.14.5 The Budget/Finance, Camp Promotion, Service, Membership, and Unit Election Committees shall meet at the call of the chairman at least once every two months. They shall not meet at the same time as the Lodge Executive Committee meeting.

5 FINANCES

5.1 Fiscal Year

The fiscal year for the Owasippe Lodge will be from January 1 to December 31.

5.2 Dues

Effective with the 1996 dues year, all dues will be collected by the Lodge. Chapters are not to collect any additional dues. Lodge dues, late fees, and the reinstatement fee for inactive members shall be established annually by the Lodge Executive Committee. The Chapter may spend its' portion as it sees fit and may come to the Lodge for additional expenditures. These expenditures are approved by the Lodge Executive Committee.

5.3 Collection of Dues

The Treasurer shall be responsible for the collection of dues from the members of the Lodge and the deposit of the same into the Lodge/Chapter accounts.

5.4 Lodge Budget

The Lodge Budget/Finance Committee, chaired by the Lodge Treasurer, will develop a budget to be submitted to the Lodge Executive Committee in April for discussion in May. The budget will be

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discussed and acted on at the June Executive Committee meeting. Expenses not covered by the Lodge Budget must be approved by the Lodge Executive Committee before they may be incurred.

5.5 Chapter Budget

The Chapter Budget shall be left to the discretion of the chapter and a copy must be submitted to the Lodge Treasurer by July 15th.

5.6 Funds

All Order of the Arrow Lodge funds and Chapter funds shall be handled through the Chicago Area Council office and go through the normal accounting procedures used by the Council. No funds of a chapter may be used by the Council or the Lodge except to pay Chapter-approved bills of said Chapter.

6 CHAPTER ORGANIZATION

6.1 Chapter Composition

The lodge shall be composed of chapters, one chapter per district. Any district may choose not to have a Chapter. The OA functions within these districts will be under the jurisdiction of the Lodge.

6.2 Chapter Supervision

Each chapter shall come under the supervision of the related District and the District Scout Executive.

6.3 Active Status

In order for a chapter of the Owasippe Lodge to be formed or to retain its active status, it must have a minimum of fifteen registered O/A members, twelve of whom must be under twenty-one (21) years of age, an elected chapter chief, vice-chief, and one other officer and an appointed adviser. This requirement may be lowered by a majority vote of the Lodge Executive Committee when it feels that the situation calls for flexibility.

6.4 Chapter Names

The names of the original six chapters that formed the Owasippe Lodge, and any subsequently deactivated chapters, shall be honorably retired to the archives of the Lodge and may never be used by any chapter in the Owasippe Lodge unless first approved by the Lodge Executive Committee.

6.5 Chapter Elected Officers

6.5.1 The elected officers of each chapter of the Owasippe Lodge shall be Chapter Chief, Vice-Chief (CP), Vice-Chief (UE), Recording Scribe, Corresponding Scribe, and Treasurer. The elected officers must be under twenty-one (21) years of age for their entire term of office.

6.5.2 The officers of the Chapter shall be elected by the chapter's boy membership by secret ballot. The term of office for all officers shall be from September 1st to August 31st.

6.5.3 In the case of an absentee or resignation of an elected office the order of succession will be as fellows: Chief, Vice-Chief (camp promotion), Vice-Chief (Unit Elections), Recording Scribe, Corresponding Scribe, and Treasurer.

6.6 Chapter Appointed Officers

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6.6.1 The Chapter Meteu shall be appointed by the Chapter Chief Elect by the June meeting following the election of officers.

6.6.2 The term of office for all appointed officers shall coincide with that of the elected officers. All appointed officers shall be under the age of twenty-one for their entire term of office.

6.7 Chapter Chief

6.7.1 Presides at all meetings of the Chapter.

6.7.2 Responsible for the proper functioning of the Order of the Arrow in his district and seek to help all members to maintain the principles of the Order.

6.7.3 Coordinates the functions of the Chapter Officers and committees in the management of his Chapter.

6.7.4 Shall be the direct representative of his chapter at all Lodge Executive Committee meetings, Lodge events and as meetings of his related district.

6.7.5 Appoint such operating committees as may be required from time to time with the approval of the Chapter.

6.7.6 Appoint all chapter operating committee chairmen, committee advisers, and approve each chairman's selection of members to their respective committees.

6.7.7 Shall be an ex-officio member of all chapter committees.

6.7.8 Appoint replacements for elected and appointed chapter officers as well as chapter committee chairmen when necessary.

6.8 Chapter Vice-Chief (Camp Promotion)

6.8.1 Assume the duties of the Chief in his absence.

6.8.2 Shall be the Chairman of the Chapter Camp Promotion Committee.

6.8.3 Responsible for the coordination of camp promotion between the chapter and the district's units.

6.8.4 Be a member of the Lodge Camp Promotion Committee.

6.8.5 Assume any additional duties assigned by the Chapter Chief.

6.9 Chapter Vice-Chief (Unit Election)

6.9.1 Shall be the Chairman of the Chapter Unit Election Committee:

6.9.2 Be responsible for the coordination of unit elections between the chapter and the district's units.

6.9.3 Be a member of the Lodge Unit Election Committee.

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6.9.4 Assume any additional duties assigned by the chapter Chief.

6.10 Chapter Recording Scribe

6.10.1 Records the minutes of all chapter meetings and activities.

6.10.2 Be a member of the Lodge Membership committee.

6.10.3 Responsible for the maintenance and accuracy of all chapter records.

6.10.4 Assume any additional duties assigned by the chapter Chief.

6.11 Chapter Corresponding Scribe

6.11.1 Responsible for all correspondence with the members, Lodge Executive Committee, other chapters, their district, and general public.

6.11.2 Be a member of the Lodge Publications Committee.

6.11.3 Assume any additional duties assigned by the Chapter Chief.

6.12 Chapter Treasurer

6.12.1 Keep a complete record of all financial transactions of the chapter.

6.12.2 Responsible for the payment of chapter expenses as they occur.

6.12.3 Keep a record of all moneys received for registrations of membership as well as events and submit all names and records of registrations to the Chapter Recording Scribe.

6.12.4 Be a member of the Lodge Budget/Finance Committee

6.12.5 Responsible for creating a Chapter Budget. A copy of the budget shall be submitted to the Lodge Treasurer by August 15th.

6.12.6 Responsible for the registrations for all Chapter activities.

6.12.7 Responsible for the sale of OA items and the recording of such transactions at chapter activities.

6.12.8 Assume any additional duties assigned by the Chapter Chief.

6.13 Chapter Meteu:

6.13.1 Shall be the Chairman of the Chapter Ceremonial Committee.

6.13.2 Shall be a member of the Lodge Ceremonial Committee.

6.13.3 Responsible for the upkeep and repair for all Chapter costumes.

6.13.4 Responsible for the proper presentation of all Ordeal, Brotherhood, and other ceremonies for the chapter, in keeping with the highest tradition of the Order of the Arrow and the Boy Scouts of America.

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6.14 Chapter Adviser:

6.14.1 Shall be approved by the Supreme Chief of the Fire each year during the District election time period. In the event of a vacancy or at the request of the Lodge Adviser, the District Chairman with consultation from the District Executive will develop a list of potential Chapter Advisors which will be forwarded to the Lodge for Discussion with the Supreme Chief of the Fire.

6.14.2 Serve as consultant to the Chapter Officers.

6.14.3 Serve as a member of the District Committee of the Council Camping Committee to coordinate the program of the Lodge/Chapter with the objectives of his committee.

6.14.4 Approve all decisions and appointments made by the Chapter Chief.

6.14.5 Keep the program in the hands of the youth.

6.14.6 Provide the officers and committee chairmen with appropriate and effective adult assistance.

6.14.7 Serve as Advisor to the Chapter Nominations Committee.

6.14.8 Follow the responsibilities outlined in the Order of the Arrow Handbook for the lodge/chapter advisor.

6.15 Chapter Officer Nominations & Elections

6.15.1 The Chapter Chief shall appoint a Nominating Committee before the last of October consisting of two (2) youth members. No chapter officer may chair or have a vote on this committee. The committee shall attempt to form a double slate of officer nominees.

6.15.2 During the 1st quarter of the year, nomination forms shall be issued to all members interested in running for chapter office for the ensuing year. The completed forms are then to be forwarded to the Chapter Nominating Committee by April 1st.

6.15.3 The Chairman of the nominating Committee shall publish the slate of officer nominees to the general membership by April 30. The slate shall contain the names of all candidates for Chapter Office and a concise resume of the qualification of each candidate.

6.15.4 Nominations from the floor, which are seconded will be accepted providing that the nominee's form was previously presented to the Nominating Committee and approved by the Chapter Adviser at least one week prior to the election.

6.15.5 The election of Chapter officers shall take place before May 31. An election report shall be turned into the Lodge Recording Scribe prior to June 30th.

6.15.6 Voting will be by the youth members. Voting will be by secret ballot. For each office, the candidate who receives a plurality of the votes will be declared elected to his respective office. If a tie exists after two ballots for any of the offices, the Chapter Chief shall call a short recess and convene with the incumbent Chapter Officers present and vote by secret ballot to break the tie(s).

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6.15.7 Chapters shall not plan any events to take place on the same weekend as scheduled Lodge events. Discretion should be used in planning events near the dates of all Lodge events.

7 SUMMER CAMP INDUCTIONS

7.1 Eligible Inductions

Any unit wishing to have its Ordeal Candidates inducted at Summer Camp must have the OA Unit Election Report Form turned in to the Lodge Recording Scribe prior to June 1st. No OA elections shall be held at Summer Camp.

7.2 Summer Camp Coordinator

The Lodge Chief shall appoint a Summer Camp Coordinator(s) and Adviser(s) before the first day of April.

8 INSIGNIA AND PARAPHERNALIA

8.1 Wearing

The wearing of O/A Sash and neckerchief(s) shall follow the policy described in the most recent issue of the Order of the Arrow Handbook.

8.2 Chapter Patch

Chapters may design a chapter patch for wear on a neckerchief only. Activity patches may also be designed. All neckerchief and patch designs shall conform to council policies and be approved by the Lodge Executive Committee.

8.3 Purchase of OA Items

All lodge and other OA items may be purchased only with the current lodge identification card.

8.4 Alterations

The lodge flap or neckerchief may not be changed or altered unless first approved by a two-thirds majority vote of the Chapter Chiefs or their designated boy representatives.

9 VIGIL HONOR

9.1 Vigil Selection

Selection of Vigil Honor candidates shall be made by the lodge Vigil Honor nominating committee. The criteria and basis of selection for the Vigil Honor shall be as stated in the most recent release from the National Order of the Arrow Committee.

9.2 Lodge Vigil Honor Nominating Committee

The lodge chief shall appoint a Vigil Honor nominating committee composed of youth who are approved by the lodge advisor and scout executive. The committee should consist of at least 5 youth. The committee members should be Vigil Honor members; however, any Brotherhood member of the lodge may be selected to the serve on the committee.

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9.3 Lodge Vigil Honor Nominating Committee Advisor

The lodge advisor shall appoint an adult advisor in consultation with the lodge chief and staff advisor.

9.4 Eligible Candidates

The lodge Vigil Honor nominating committee shall ensure that all eligible Brotherhood members within the lodge receive proper consideration.

9.5 Chapter Petitions

Chapters may submit petitions of eligible Brotherhood members from within the chapter for consideration by the Vigil Honor nominating committee. The chapter must follow the following procedure.

9.5.1 The chapter chief shall appoint a chapter Vigil Honor nominating committee of youth approved by the chapter advisor. The committee should consist of at least 3 youth. The committee members should be Vigil Honor members; however any Brotherhood members may be selected to serve on the committee.

9.5.2 The chapter advisor shall appoint an adult advisor in consultation with the chapter chief and district executive.

9.5.3 The criteria and basis of selection for the Vigil Honor shall be as stated in the most recent release from the National Order of the Arrow Committee and guidelines submitted by the lodge Vigil Honor nominating committee.

9.5.4 Candidates for the Vigil Honor must be Brotherhood members for at least 2 years or more at the time of the selection by the chapter Vigil Honor committee.

9.5.5 The chapter Vigil Honor nominating committee shall ensure that all eligible Brotherhood members within the chapter receive proper consideration.

9.5.6 The committee shall submit petitions using the latest lodge Vigil Honor nomination petition form. The petition(s) shall be completely filled out with the proper signatures and submitted to the lodge Vigil Honor committee advisor by the established date.

9.6 Committee Deadline

The lodge Vigil Honor nominating committee shall meet within 30 days after the deadline for receiving chapter petitions. A majority of youth members of the committee must be present to act officially.

9.7 Vigil Call-Out

Candidates approved for the Vigil Honor by the National committee shall be called-out for recognition on a date selected by the Lodge Chief.

9.8 Vigil Honor Ceremony

The procedure for conducting the Vigil Honor Ceremony shall be as stated in the most recent issue of the Vigil Honor Ceremony book.

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10 AMENDMENTS

10.1 Amending Lodge Rules

The Lodge Rules shall be subject to amendment at any general or special meeting of one Lodge Executive Committee.

10.2 Amendment Procedure

The Lodge Rules may be amended by article, section, or part using the following procedure:

10.2.1 Submission of the proposed amendment(s) by any Lodge Executive Committee member to the Lodge Recording Scribe, shall be made in writing prior to the meeting of the Lodge where it is to be proposed.

10.2.2 The proposed amendment shall be read at the meeting of the date of the proposal by the Lodge Recording Scribe. Discussion of the proposal will be permitted.

10.2.3 Within fifteen (15) days after the meeting, a written copy of the proposed amendment shall be sent to each member of the Lodge Executive Committee.

10.2.4 At the next general meeting of the Lodge Executive Committee the proposed amendment shall be read for a second time; discussion of the proposal will be permitted. Following the discussion, the chairman shall present the proposed amendment to the Executive Committee for their approval. A quorum must be present for voting. A quorum shall consist of two-thirds of the Chapter Chiefs. Voting on the amendment shall be by secret ballot.

10.3 National Policy Changes

As the national policy of the Order of the Arrow may change from time to time, all references to the Order of the Arrow shall be interpreted from the most recent national release.

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